



MOUNT ST. CLARE RECEIVED
STUDENT FINANCIAL
COLLEGE ASSISTANCE

55 OCT -1 PM 3: 25

REGION VII

September 30, 1999

Mr. Steve Dorssom
Institutional Review Specialist
United States Department of Education
Student Financial Assistance Programs
10220 North Executive Hills Boulevard
Suite 900
Kansas City, Missouri 64153-1367

RE: Mount St. Clare College
Campus Security Act Compliance

Dear Mr. Dorssom:

I write in response to your most recent Program Review Report issued after on-site review of the Campus Security Act of 1990 administered by Mount Saint Clare College. In the report, your office issued a list of findings requiring institutional action. Following is our response:

1(a) All Crimes Not Reported – Prior to July of 1999, Mount Saint Clare College (MSC) did not have a formalized system for collecting information from the Clinton Police Department about reported incidents or occurrences of crimes covered under 34 CFR § 668.47. Therefore, prior to that date MSC's Campus Security Report omitted statistics for citizen reports of incidents or occurrences of crimes which were not subsequently investigated or charged. Criminal charges brought by the County Attorney's office were reported in MSC's Campus Security Report.

1993-94 – ① Burglary - December 25, 1993 - Correctly reported in the July 31, 1994, MSC campus security report. MSC inadvertently omitted this Burglary from the 1995 and 1996 reports. MSC will revise its July 31, 1994 and subsequent campus security reports to include this incident.

1994-95 – ① Weapons Incident - September 2, 1994 - Reported as an aggravated assault and weapons possession arrest. Both were reported in the July 31, 1995 campus security report and thus were accurately reported.



② (2) Domestic Violence Incident – Upon review, MSC determined that this was an aggravated assault and reportable. Accordingly, MSC will revise its July 31, 1995 and subsequent campus security reports to include this incident.

② (3) Burglary - December 17, 1994 - Inadvertently omitted. MSC will revise the July 31, 1995 and subsequent campus security reports to include this incident.

③ (4) Burglary – February 22, 1996 - Inadvertently omitted. MSC will revise the July 31, 1995 and subsequent campus security reports to include this incident.

② (5) Sexual Assault - September 18, 1994 - Inadvertently omitted. MSC will revise its July 31, 1995 and subsequent campus security reports to include this incident.

1995-96 - ② (1) Forcible Sexual Offense – September 9, 1995 - The information available to MSC was not sufficient to determine whether this was a reportable offense. The report contained no facts to describe the incident or circumstances. Accordingly, MSC did not report this offense in its Campus Security Report.

② (2) Weapons Incident – November 1, 1995 – 34 CFR § 668.47(a)(8) provides that an institution must report statistics concerning the number of arrests for weapons possessions. The police report indicates that the individual was arrested for DWI, not a weapons violation. Thus, the regulations do not require that this weapons incident be listed in the campus security report. This incident was omitted as an aggravated assault. MSC → ③ ⑤ will revise its July 31, 1996 and subsequent campus security reports to include this incident as an aggravated assault.

③ ⑥ (3) Burglary – February 8, 1996 - Inadvertently omitted. MSC will revise its July 31, 1996 and subsequent campus security reports to include this incident.

② (4) Administrative Action – July 26, 1996 – This incident was determined to be a simple assault. 34 CFR §

668.47(a)(6)(I)(D) only requires that aggravated assaults be listed in the campus security report.

1996-97 - ^①
^⑦ (1) Aggravated Assault – April 17, 1997 – This was reported in the revised Campus Security Report for June 1, 1999.

^{N/A} (2) Theft – May 22, 1997 – This incident was not classified as a burglary and thus is not required to be reported on the Campus Security Report.

^②
^⑧ (3) Judicial Board - Records from the Judicial Board list only one (1) incident for aggravated assault. This incident was listed in the revised Campus Security Report for June 1, 1999.

[?] (4) Dean of Students Memo – No information was provided to the Dean of Students by either of the parties to determine whether, in fact, this incident should be classified as an “aggravated assault.” Therefore MSC did not classify this as a reportable offense.

1997-98 - ^① ^⑨
^⑩ (1) MSC inadvertently omitted one (1) sexual offense and one (1) arrest for liquor law violation from its June 1, 1998 Campus Security Report. To accurately report offenses and comply with the regulations, MSC amended its statistics and accurately reported these offenses in the 1999 draft report.

^{N/A} (2) Sexual Harassment – December 9, 1997 – After further review of its files, MSC determined that this was not a reportable sex offense. Sexual harassment does not constitute a reportable sex offense under 34 CFR § 668.47.

[?] (3) Physical Assault – September 12, 1997 – After further review of its files, MSC determined that this was not a reportable offense. No information was provided to the Dean of Students by either of the parties to determine whether, in fact, this incident should be classified as an “aggravated assault.” It therefore was not required to be reported under 34 CFR § 668.47.

[?] (4) Assault – June 13, 1997 – This incident happened during the summer of 1997. Therefore, it was reported in the 1996-97 Campus Security Report.

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(5) Public Intoxication – February 24, 1998 – This incident was listed under liquor law violations in the 1997-98 Campus Security Report.

1998-99 -

104

(1) Sexual Assault – September 13, 1998 - This incident was reported in the June 1, 1999 Campus Security Report.

N/A

(2) Theft – September 28, 1998 – This incident was classified as a Burglary. This incident was reported in the June 1, 1999 Campus Security Report.

N/A

(3) Sexual Assault – October 10, 1998 – 34 CFR 668.47(a)(6)(i) requires an institution to report statistics concerning the occurrence on campus of criminal offenses. This incident or occurrence did not occur on the MSC campus and thus is not reportable. This incident occurred in Davenport, Iowa.

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(4) Non-forcible Sexual Offense – November 7, 1998 – The information available to MSC was not sufficient to determine whether this was a reportable offense. The report contained no facts to describe the incident or circumstances. Accordingly, MSC did not report this offense in its Campus Security Report.

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(5) Aggravated Assault – November 12, 1998 – After reviewing the police reports, MSC classified this as a simple assault. 34 CFR 668.47 does not require that simple assaults be listed in the Campus Security Report.

(6) Burglary – February 1, 1999 – This incident or occurrence was listed in the June 1, 1999 Campus Security Report.

(b) Wrong Standard and Wrong Reporting Period

Prior to July of 1999, Mount Saint Clare College (MSC) did not have a formal system for collecting information from the Clinton Police Department about reported incidents or occurrences of crimes covered under 34 CFR §.668.47. Therefore, prior to this time, incidents or occurrences of crimes may have been inadvertently omitted from MSC's Campus Security Report, if there was no subsequent police follow-up on the report or no criminal charges were filed.

MSC has reviewed the requirements of 34 CFR § 668.48. In accordance with the requirements imposed under 34 CFR § 668.47, MSC will prepare and implement a

system for collection of information from all pertinent sources, including the Clinton Police Department, regarding occurrences of crimes covered under the regulations.

Through July of 1999, MSC reported its crime statistics using an academic rather than a calendar year. In order to comply with the requirements of the regulations, MSC will report its crime statistics using a calendar year rather than an academic year. This will begin with the calendar year 1999. Statistics for the prior two (2) years in the most recent report will be adjusted to reflect this change.

c. Hate Crimes – None of the crimes reported in MSC's Crime Security reports manifested evidence of prejudice based on race, religion, sexual orientation, or ethnicity, as prescribed by the Hate Crimes Statistics Act (28 U.S.C. 534). In an attempt to comply with the provisions of 34 CFR 668.47, MSC will amend and revise its previous Campus Security Reports to reflect that none of the crimes listed manifested evidence of prejudice.

2. Campus Security Information Not Made Available to Prospective Students and Employees

MCS distributes its Campus Security Report to all current students at Fall and Spring registration. The report is distributed at a registration table that is staffed by institutional personnel. Those personnel include administration staff as well as instructors. All students must visit the registration table to register and acknowledge their semester classes. At the registration table all students are required to sign a form acknowledging that they have received a copy of the Student Handbook and Campus Security Report. A copy of the acknowledgement is then placed in each student's file. This practice has been in place since the Fall 1996 school year.

Prospective students are informed of the availability of the campus security report and afforded the opportunity to request a copy. All prospective students are mailed a copy of the College viewbook which informs the students that the offices of Students Affairs and Admissions have on file copies of the Campus Security Report brochure and informs the students of its availability on the college website. The college catalog informs prospective students of availability of the Campus Security Report on the website, as well as providing the address for the college website. Further, the Student Handbook discusses campus security and safety. Previously, the report was available to prospective and current students at various locations throughout campus, such as the Admissions office, Registrar's office and Dean's office.

In an attempt to further comply with the requirements of 34 CFR § 668.47, MSC will prepare a summary of the contents of the Campus Security Report and make it available to all prospective employees. Upon receipt of an application for employment, MSC will send a letter acknowledging receipt of the application. The acknowledgment letter will contain a statement that summarizes the report. A copy of the Campus Security Report will be provided upon request.

Current students and employees were given a copy of the report by September 1, 1999. MSC will continue to distribute this information to current students and employees. The notification to be provided to prospective students and employees will state that:

"the offices of Students Affairs and Admissions have on file copies of the Campus Security Report brochure that contains information regarding security policies, procedures, and statistical data. The Report is also available on the College website (www.clare.edu)."

MSC will continue to distribute the Campus Security Report to current students at the registration table. Administration officials and instructors will continue to staff the table and students still will be required to sign a form acknowledging receipt of the Campus Security Report. A copy of the Campus Security Report will be placed in all employees mailboxes at the College by September 1 of each year.

3. Statements of Policy Omitted or Incomplete

a. Timely Warning Information – (See Exhibit "A") - Previous reports did not include a statement on MSC's policy of timely reports of specific crimes. In order to comply with the regulations, MSC included such a statement in its 1999 DRAFT report. The statement was included on p. 11 of the report. The statement is as follows:

"When known crime risks might endanger students or employees, the Office of Student Services will notify the campus community in a timely manner through one or a combination of the following methods, depending upon the nature of the incident (sic)

(the below steps will be implemented predicated upon the nature of the incident)

- a) *Immediate notice, via telephone, to Dean of Students Affairs and Director of Residence Life.*
- b) *Immediate notification of student body:*
 - 1. *Residential students could be notified via building meetings, flyers, etc.*
 - 2. *Entire student body via flyers, posted information, e-mail, etc.*
- c) *If necessary, notify the media; via written press release or telephone call.*
- d) *Prevention information is handled by information on bulletin boards and campus programming."*

MSC acknowledges that this statement may confuse some students given that the statement is listed in a section captioned "Notification of Campus Community Concerning Sex Crimes." Therefore, MSC will provide a separate section for this statement in its Campus Security Report titled "Policy Regarding Timely Reports of Specific Crimes or Offenses."

b. Security, Access, Maintenance Concerns Regarding Campus Facilities – (See Exhibit "B") - This information is provided on pages 2 and 3 of the 1999 DRAFT Campus Security Report which also references the student handbook. Specifically, the report states:

Students and staff are made aware of the services offered by campus security through the student and staff handbooks, and orientation sessions for new students, which are held annually.

...

Security personnel monitor all campus buildings on a random basis weekdays during non-business hours and evenings on weekends.

...

New students and staff are informed of security procedures and practices during orientation sessions held each Fall. Student and personnel handbooks discuss student and employee responsibility for their own security and the security of others.

To further comply with the regulations, MSC will revise its Campus Security Reports to include the following statement (this information also is available in the Student Handbook):

Mt. St. Clare College has taken precautions to provide for general campus security through the Campus Security Department. During evening and night hours, security personnel make rounds, on foot, of the campus buildings and grounds. The campus has outside security phones that contact 911 in the event of an emergency. These phones are located by all main buildings.

All College buildings, offices, residence halls, and residence rooms are installed with security locks and the campus has lighted corridors, entrances, and parking areas. The main campus buildings are secured each night following the completion of academic activities. The residence halls are locked from 10 p.m. to 8 a.m., Monday through Friday, and 24 hours per day on weekends and during breaks.

c. Informational Programs – The Campus Security Report and Student Handbook clearly inform students that an orientation program regarding security procedures and practices is held each Fall. This information is provided on pages 2 and 3 of the 1999 DRAFT Campus Security Report. It states:

Students and staff are made aware of the services offered by campus security through the student and staff handbooks, and orientation sessions for new students, which are held annually.

...

New students and staff are informed of security procedures and practices during orientation sessions held each Fall. Student and personnel handbooks discuss student and employee responsibility for their own security and the security of others.

Further, as referenced in the Campus Security Report, the Student Handbook (p.64) discusses MSC's policies regarding safety and security. It states:

Although Mount St. Clare College and the City of Clinton are considered relatively safe places to live, it is important for students, as well as the members of the campus community, to take responsibility for their own safety and well-being. ...The College strongly encourages students to use common sense and to take steps to ensure the safety and security of their belongings, themselves, and others.

The Student Handbook and Campus Security Report are distributed to all students at the registration table. All students sign a form acknowledging receipt of these items. The office of the Dean of Students distributes copies of the Campus Security Report to all students who register late.

d. Sexual assault prevention programs and procedures for reporting a sex offense

In an attempt to comply with the requirements of 34 CFR 668.47, MSC included this information in its 1999 DRAFT Campus Security Report. This information also is provided in the student handbook, which is distributed at the registration table to all current students. A copy of the receipt acknowledgement form is placed in all students' files.

4. Equity in Athletics Not Prepared - (See Exhibit "C")

A copy of the notification to be provided to prospective students and employees is attached. MSC will make the report available throughout the campus, such as the Athletics Office, Admissions Office and the Registrar's Office. MSC will inform all students, prospective and current, as well as faculty and staff, of their right to request this information. This notification will be published in the student-athlete handbook, the regular student handbook, and the admissions viewbook. Other notification will be provided through media on campus, including e-mail and campus-wide circulation.

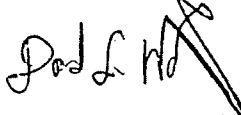
As you will note in the attached materials and 1999 DRAFT Campus Security Report, MSC is making a good faith effort to comply with the requirements of the

Campus Security Act. We currently are amending the previous Campus Security Reports to comply with your request and will forward the revisions to your office when they are completed. We also are in the process of revising the format and content for our Campus Security Report to fully advise our students of information under the Campus Security Act. We will forward a copy of the revised format to your office upon its completion.

If you should have any questions, please do not hesitate to call.

Very truly yours,

MOUNT SAINT CLARE COLLEGE

A handwritten signature in black ink, appearing to read "David L. Wornack", with a stylized flourish at the end.

David L. Wornack.
Dean of Student Affairs

EXHIBIT "A"

a. Timely Warning Information

PREVIOUS REPORT	REVISIONS
<p data-bbox="1117 352 1188 819">Notification of Campus Community Concerning Sex Crimes</p> <p data-bbox="873 205 1084 982">Abuse sexual conduct by anyone is a threat to the entire college community. When known crime risks might endanger students or employees, the Office of Student Services will notify the campus community in a timely manner through one or a combination of the following methods, depending upon the nature of the incident.</p> <ul data-bbox="500 268 873 982" style="list-style-type: none"> a) Immediate notice, via telephone, to Dean of Student Affairs and Director of Residence Life. b) Immediate notification of student body: <ul data-bbox="669 310 776 961" style="list-style-type: none"> 1. Residential student could be notified via building meetings, flyers, etc. 2. Entire student body via flyers, posted information, e-mail, etc. c) If necessary, notify the media, via written press release or telephone call. d) Prevention information is handled by information on bulletin boards and campus programming. <p data-bbox="467 289 483 315">...</p>	<p data-bbox="1133 1066 1198 1717"><u>POLICY REGARDING TIMELY REPORTS OF SPECIFIC CRIMES OR OFFENSES</u></p> <p data-bbox="922 1003 1091 1738">When known crime risks might endanger students or employees, the Office of Student Services will notify the campus community in a timely manner through one or a combination of the following methods, depending upon the nature of the incident.</p> <ul data-bbox="548 1066 922 1801" style="list-style-type: none"> a) Immediate notice, via telephone, to Dean of Student Affairs and Director of Residence Life. b) Immediate notification of student body: <ul data-bbox="750 1108 824 1759" style="list-style-type: none"> 3. Residential student could be notified via building meetings, flyers, etc. 4. Entire student body via flyers, posted information, e-mail, etc. c) If necessary, notify the media, via written press release or telephone call. d) Prevention information is handled by information on bulletin boards and campus programming.

EXHIBIT "C"

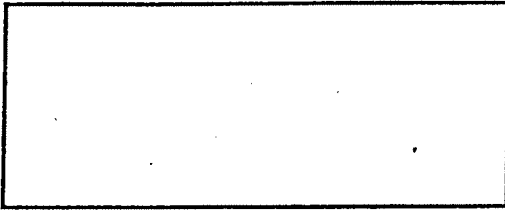
4. Equity in Athletics Report Not Prepared

NOTIFICATION

In compliance with the Equity in Athletics Disclosure Act, Mount St. Clare College prepares an Equity in Athletics Report. Copies of this report are available to all students and employees at the Athletics Office, Admissions Office and the Registrar's Office. Copies of the report also are available upon request.

Student Handbook Receipt for 1999-2000

Mount St. Clare College ♦ Office of Student Services



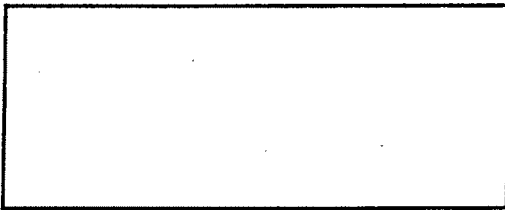
I understand that I am responsible for reading and understanding the contents of the Right to Know Act and Student Handbook. I also understand that the handbook contains College policies, standards, and regulations that I will be held accountable to know.

Signature

Date

Student Handbook Receipt for 1999-2000

Mount St. Clare College ♦ Office of Student Services



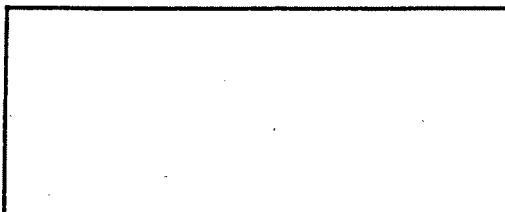
I understand that I am responsible for reading and understanding the contents of the Right to Know Act and Student Handbook. I also understand that the handbook contains College policies, standards, and regulations that I will be held accountable to know.

Signature

Date

Student Handbook Receipt for 1999-2000

Mount St. Clare College ♦ Office of Student Services



I understand that I am responsible for reading and understanding the contents of the Right to Know Act and Student Handbook. I also understand that the handbook contains College policies, standards, and regulations that I will be held accountable to know.

Signature

Date

Equity in Athletics Disclosure Act—Optional Form

All coeducational institutions of higher education that participate in any federal student financial aid program (Federal Pell, Federal SEOG, and Federal SSIG Grants; Federal Work Study; and Federal Family Education, Federal Perkins, and William D. Ford Federal Direct Loans) and have intercollegiate athletic programs under the Equity in Athletics Disclosure Act of 1994, Section 360B of Public Law 103-382. This Act and accompanying federal regulations require that the following information, based on the previous reporting year, be available for inspection by students, prospective students, and the public by October 1, 1996, and by October 15 each year thereafter. An institution may use this or any format to disclose this information.

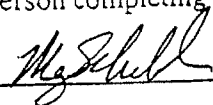

I. General Information

A. Institution: Mount St. Clare College

Information is for the reporting year beginning 6/1/98 and ending 5/31/99

B. Optional _____

Name of person completing form: Meg Schebler/Andy Eberhart

Signature:  

Title: Coordinator of Women's and Men's Athletics

Phone: (319) 242-4023 ext. 4100

Date completed: 9/22/99

Current Organizational Classification:

NCAA Division _____ NAIA Division II Other _____

C: Enrollment: Indicate the number of undergraduates by gender:

	#	%
Male undergraduates	<u>196</u>	<u>43</u>
Female undergraduates	<u>262</u>	<u>57</u>
Total undergraduates	<u>458</u>	100%

II: Intercollegiate Athletics—Varsity Teams

A. Athletic Participation: Indicate the number of participants by gender for each varsity team.

A participant is a student who either a) is listed as a team member, b) practices with the team and receives coaching as of the day of the first scheduled intercollegiate contest, or c) receives athletically-related student aid. Mark coed teams, specify "other" teams and use additional pages if necessary.

PROGRAM	MEN'S TEAMS	WOMEN'S TEAMS
BASKETBALL	24	14
BASEBALL	22	
CROSS COUNTRY	12	10
DIVING		
FENCING		
FIELD HOCKEY		
FOOTBALL		
GOLF	11	
GYMNASTICS		
ICE HOCKEY		
LACROSSE		
RIFLE		
ROWING		
SKIING		
SOCCER	22	17
SOFTBALL		17
SQUASH		
SWIMMING		
SYNCHRONIZED SWIMMING		
TRACK & FIELD	18	12
TEAM HANDBALL		
TENNIS	11	8
VOLLEYBALL		16
WATER POLO		
WRESTLING	19	
OTHERS (SPECIFY TEAMS) Cheerleading		8
TOTAL PARTICIPANTS	139	102

- B. Operating Expenses: For each team, please indicate total institutional expenditures for lodging, meals, transportation, officials, uniforms and equipment for both home and away games. You may report co-ed team expenses separately, or prorate them as part of men's and women's teams expenses, but you may not report the same coed expenses both ways. Specify all "other" teams and use additional pages if necessary.

PROGRAM	MEN'S TEAMS	WOMEN'S TEAMS	CO-ED TEAMS	TOTALS
BASKETBALL	14,536	9,185		23,721
BASEBALL	10,179			10,179
CROSS COUNTRY TRACK & FIELD			17,007	17,007
FENCING				
FIELD HOCKEY				
FOOTBALL				
GOLF	2,678			2,678
GYMNASTICS				
ICE HOCKEY				
LACROSSE				
RIFLE				
ROWING				
SKIING				
SOCCER	15,133	10,868		26,001
SOFTBALL		5,095		5,095
SQUASH				
SWIMMING & DIVING				
SYNCHRONIZED SWIMMING				
TEAM HANDBALL				
TENNIS	2,469	1,879		4,348
VOLLEYBALL		7,760		7,660
WATER POLO				
WRESTLING	5,538			5,538
OTHERS cheerleading (SPECIFY TEAMS)		773		773
TOTAL EXPENSES	\$ 50,533	\$ 35,460	\$ 17,007	\$ 103,000

- C. Head Coaches: For each team, please indicate the gender of the head coach (including volunteers) and whether the head coach is assigned to the team on a full-time or part-time basis. Specify "other" teams, and use additional pages if necessary.

PROGRAMS	HEAD COACH MEN'S TEAMS				HEAD COACH WOMEN'S TEAMS				HEAD COACH CO-ED TEAMS			
	MALE FT	FEMALE PT	MALE FT	FEMALE PT	MALE FT	FEMALE PT	MALE FT	FEMALE PT	MALE FT	FEMALE PT	MALE FT	FEMALE PT
BASKETBALL		1						1				
BASEBALL		1										
CROSS COUNTRY									1			
DIVING												
FENCING												
FIELD HOCKEY												
FOOTBALL												
GOLF		1										
GYMNASTICS												
ICE HOCKEY												
LACROSSE												
RIFLE												
ROWING												
SKIING												
SOCCER		1			1							
SOFTBALL								1				
SQUASH												
SWIMMING												
SYNCHRONIZED SWIMMING												
TEAM HANDBALL												
TENNIS		1			1							
TRACK & FIELD									1			
VOLLEYBALL								1				
WATER POLO												
WRESTLING		1										
OTHERS (Specify Teams)								1				
TOTALS		6			2		4		2			

D. Assistant Coaches: For each team, please indicate the number of assistant coaches by gender (including volunteers) and whether they are assigned to the team on a full-time or part-time basis. Specify "other" teams, and use additional pages if necessary.

PROGRAMS	ASS'T COACHES MEN'S TEAMS				ASS'T COACH WOMEN'S TEAMS				ASS'T COACH CO-ED TEAMS			
	MALE FT	FEMALE PT	MALE FT	FEMALE PT	MALE FT	FEMALE PT	MALE FT	FEMALE PT	MALE FT	FEMALE PT	MALE FT	FEMALE PT
BASKETBALL		2						1				
BASEBALL		2										
CROSS COUNTRY												2
DIVING												
FENCING												
FIELD HOCKEY												
FOOTBALL												
GOLF												
GYMNASTICS												
ICE HOCKEY												
LACROSSE												
RIFLE												
ROWING												
SKIING												
SOCCER		1				1						
SOFTBALL								1				
SQUASH												
SWIMMING												
SYNCHRONIZED SWIMMING												
TEAM HANDBALL												
TENNIS				1				1				
TRACK & FIELD										1		1
VOLLEYBALL						1		1				
WATER POLO												
WRESTLING		1				1						
OTHERS Cheerleading (SPECIFY TEAMS)												
TOTALS		6		1		3		4		1		3

Please provide definitions of full-time and part-time coaches:

- * Full-time coach is defined as an individual whose sole responsibility is the athletic team, and this individual is paid with a full-time salary.
- * Part-time coach is defined as an individual who is paid on a part-time contract. The coaching staff employed as part-time may have employment elsewhere.
- * Mount St. Clare has no coach employed as a full-time coach. There are five head coaches and 1 assistant coach who are employed by the college in other capacities, thereby making them full-time employees of the college.

III. Overall Athletics Program

- A. **Recruiting Expenditures:** Please report the total institutional expenditures associated with recruiting for the men's and women's teams. Costs include, but are not limited to: transportation, lodging and meals for both recruits and institutional personnel engaged in recruiting; expenditures for on-site visits; and all other major expenses logically-related to recruiting. You may report expenditures for coeducational teams separately, or as a pro-rated portion of the expenditures for men's and women's teams. Do not list the same expenses under both men's and women's teams and coeducational teams.

Men's Teams	\$ <u>365.71</u>	<u>27</u> %
Women's Teams	\$ <u>327.33</u>	<u>24</u> %
Coeducational Teams	\$ <u>676.46</u>	<u>49</u> %
Total	\$ <u>1,369.50</u>	100%

Please explain how these figures were derived:

Recruiting expenses incurred by each sport are deducted through the travel expense account budget. A coach is responsible for completing expense reports regarding recruiting and if necessary is reimbursed by the college through this budget. These figures were derived from the coaches' reports and the college's reimbursements.

- B. Revenue:** Please report the total revenue for the reporting year generated by all men's and women's teams. You may report revenues for coeducational teams separately, or as a pro rated portion of the revenues reported for men's and women's teams. Do not report the same revenues under both men's or women's teams and coeducational teams.

Men's Teams	\$ <u>2,363.50</u>	<u>47</u> %
Women's Teams	\$ <u>2,701.50</u>	<u>53</u> %
Coeducational Teams	\$ <u>0</u>	<u>0</u> %
Total	\$ <u>5,065.00</u>	100%

*Majority of revenue is from Women's/Men's doubleheader contests, in which the income was split amid the two teams.

- C. Athletically-Related Student Aid:** Please report the total amount of athletically-related student aid awarded men and women student athletes. Athletically-related student aid is aid awarded a student that requires the student to participate in an intercollegiate athletics program.

Athletically-related student aid awarded male athletes	\$ <u>621,752</u>	<u>64</u> %
Athletically-related student aid awarded female athletes	\$ <u>354,859</u>	<u>36</u> %
Total amount of athletically-related student aid	\$ <u>976,611</u>	100%

- D. Head Coaches' Salaries:** Please report the average annual institutional salary of the head coaches of the men's and women's student teams. Volunteer head coaches and head coaches whose salaries are paid by entities other than this institution are excluded from this calculation. You may report average salaries of head coaches of coeducational teams separately, or as a pro rated portion of the salaries of head coaches of men's and women's teams. Do not list the same salaries under both men's or women's teams and coeducational teams. Institutions are encouraged to report the number of coaches to clarify the number of salaries represented in the average.

Average salary of head coaches for men's teams	\$ <u>3,912</u>
Number of head coaches included in this average	<u>6</u>

Average salary of head coaches for women's teams	\$ <u>3,164</u>
Number of head coaches included in this average:	<u>6</u>

Average salary of head coaches for coeducational teams	\$ <u>3,460</u>
Number of head coaches included in this average:	<u>2</u>

E. Assistant Coaches' Salaries: Please report the average annual institutional salary of the assistant coaches of the men's and women's student teams. Volunteer assistant coaches and assistant coaches whose salaries are paid by entities other than this institution are excluded from this calculation. You may report the average salary of assistant coaches of coeducational teams separately, or as a pro rated portion of the salaries of assistant coaches of men's and women's teams. Do not report the same salaries under both men's or women's teams and coeducational teams. Institutions are encouraged to report the number of coaches to clarify the number of salaries represented in the average.

Average salary of assistant coaches for men's teams	\$ <u>2,103</u>	
Number of assistant coaches included in this average		<u>4</u>

Average salary of assistant coaches for women's teams	\$ <u>2,141</u>	
Number of assistant coaches included in this average:		<u>6</u>

Average salary of assistant coaches for coeducational teams	\$ <u>2,000</u>	
Number of assistant coaches included in this average:		<u>4</u>

IV. Optional Section

An institution is encouraged to provide here any further information it believes might be helpful to students, prospective students, or the public to interpret the information provided above, or that might help a prospective student-athlete make an informed choice of an athletic program. For example, an institution may include here a history of its athletic programs, or explanations of unusual or exceptional circumstances that would better explain the data or their significance.